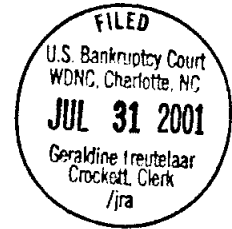


UNITED STATES BANKRUPTCY COURT  
FOR THE  
WESTERN DISTRICT OF NORTH CAROLINA



In Re: )

ORDER IN AID OF CASE ADMINISTRATION: )  
MAINTAINING DOCUMENTS FILED IN THE )  
CASE MANAGEMENT/ELECTRONIC CASE )  
FILING SYSTEM (CM/ECF) )

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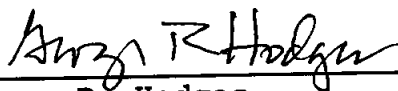
**ADMINISTRATIVE ORDER REGARDING MAINTENANCE OF DOCUMENTS**

Federal Rule of Civil Procedure 83 and Federal Rules of Bankruptcy Procedure (FRBP) 5005 (a) (2), and 9011 authorize this court to establish practices and procedures for the filing, signing, maintaining, and verifying of pleadings and papers by electronic means.

It is hereby **ORDERED** that:

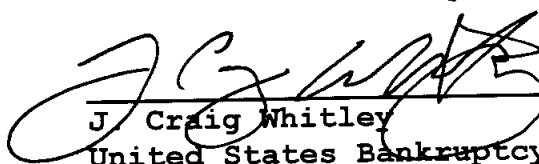
1. The Case Management/Electronic Case Filing System (CM/ECF) shall constitute the official court record in electronic form;
2. Effective August 1, 2001, the court will not maintain case files for documents filed with the court. After documents are processed by the court, the court will return original documents, and copies to the filer. Exception: documents filed under seal, pro se debtors' petitions, lists, schedules, statements, amendments, pleadings, affidavits, and other documents which contain the signature of a pro se debtor. Originally executed

copies which contain the debtor's signature or verification of a pleading or a document must be maintained by the filer for a period of four (4) years after the closing of the case, and upon request of the court, the filer must provide original documents for review. Documents that the court is unable to return will be recycled.



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George R. Hodges  
Chief United States Bankruptcy Judge



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J. Craig Whitley  
United States Bankruptcy Judge